

Landlord  
HQS

### Sample Housing Quality Standards (HQS) Inspection Checklist

The following items are a sampling of the items typically found on a housing inspector's check list. Program rules are subject to change and this information should be used as general guidance. It is not an all-inclusive list.

- | No                       | Yes                      |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Is the unit move-in ready   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the unit vacant?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the unit connected to an approved water or sewer system?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit have proper space and security?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit have a kitchen, bathroom, and living room?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit have satisfactory means of entering and exiting?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the windows operable, have working locks, and no cracks or missing panes?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Do all exterior doors lock; single cylinder locks and deadbolt on entry door?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit have a safe, working heating system that provides adequate heat for the unit size?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the heating system properly vented, safe, and adequate?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit have adequate lighting and two electrical outlets per room?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there at least one window that opens in each bedroom?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Do the kitchen and bathroom have a fixed, overhead (ceiling) light?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Does the unit appear to be structurally sound?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are interior walls and ceilings free from cracks, holes, bulges, leaning, and loose surface materials or peeling paint?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the exterior walls free from leaks, buckling holes, and loose siding/stucco?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the roofs free from leaks, buckling, missing or loose roof materials?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are exterior porches, railings, and walkways in safe condition?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Do the exterior stairs and/or interior stairs have handrails?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the interior free from pollutants including, but not limited to carbon monoxide, sewer gas, fuel gas, dust, mildew, and pet odors?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a working smoke detector (one per living level of the unit, including basements, but excluding crawl spaces and unfinished attics)? NOTE: If unit is occupied by hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons. |
| <input type="checkbox"/> | <input type="checkbox"/> | Are the utilities on (water, gas, electric)?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a clean working stove/oven in the unit and all burners function as designed without the use of an incendiary device (matches, lighter, etc.)?*   |
| <input type="checkbox"/> | <input type="checkbox"/> | Is the stove/oven vented properly?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there a clean, working refrigerator in the unit?*  |
| <input type="checkbox"/> | <input type="checkbox"/> | Is there hot and cold running water with adequate pressure?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Are all plumbing fixtures working as designed with no water leaks or stoppages?   |

\* The landlord is not required to provide this appliance, however, if it is provided by the landlord it must be clean and in working order.

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- Is the unit free from infestation of fleas, rodents, roaches, or vermin of any kind?
- Are the electrical outlets working properly with crack-free cover plates and switch plates?
- Is the unit free from electrical hazards of any kind including non-testing or non-functional Ground Fault Circuit Interrupter (GFCI), missing cover plates, improperly installed hanging fixtures, exposed wiring, etc.?
- Is the dwelling and yard free of all garbage/trash/debris and hazardous conditions?
- Does the water heater have a temperature pressure relief valve and discharge pipe within 12" above the floor or ground OR extending to the exterior?
- Is the water heater in proper working condition and properly vented?
- Is the unit empty and all rooms or attachments available for inspection?
- Does the unit have adequate and sanitary storage space?
- Does the bathroom offer privacy?
- Does the bathroom have a shower or tub?
- Does the bathroom have a sink with hot and cold running water?
- Does the bathroom have toilet facilities?
- Does the bathroom have an open-able window, and exhaust fan, or gravity vent?
- Does the kitchen have a sink?
- Is there a sanitary area for preparing and serving food?
- Does the kitchen have a sink?
- If the building has an elevator, is it working properly?
- Are all crawl covers and vent screens intact to prevent entry of rodents?
- If the windows have security bars, are quick release latches present for emergency exit?
- Are all code violations corrected?
- Is the neighborhood free from noise, health and safety hazards (i.e., gas leaks, crime, gangs, graffiti, pollutants)?

Is the unit free from:

- Flooding?
- Poor drainage?
- Sewage hazards?
- Septic tank back ups?
- Mud slides?
- Pollutants?
- Excessive vibrations?